

Planning and Policy Committee
Meeting Minutes
August 14, 2007

Present: David Lincove, Steve Rogers, Barbara Dunham, Jennifer Kuehn, Bruce Leach, Betty Sawyers, and Celeste Feather

1. The group discussed the “360 degree” evaluations for the Assistant Directors and Staff Officers. The process lapsed for three years, but is now back in motion. The evaluations are conducted by University HR. The two individuals currently being evaluated are Linda Gonzalez and Jim Bracken. Each person being evaluated selected 15 individuals to whom a 68-question web survey form was sent for completion. University HR will compile those evaluation results and send them to the candidate and Joe Branin. Also, Joe Branin sent a message to the liball list requesting input from any library employee about the performance of the two individuals. Joe will receive the responses, and they will be compiled and summarized maintaining anonymity.

In the future “360 degree” evaluations will be conducted for two individuals each year in February. There currently are 7 positions in these job categories, so each person will be evaluated in this manner at least every four years. These “360 degree” evaluations are in addition to the annual evaluations conducted for each position in the Libraries.

A few wording changes in the evaluation procedures document were made for the sake of clarification. This document is not part of the POA, but the POA refers to it.

2. The committee discussed changes to the POA in the areas of voting procedures and amendments. These changes will be brought before the faculty for discussion at the October meeting prior to a vote by electronic ballot.
3. Another discussion centered on appointments to library committees and whether there needs to be consideration of limiting the number of successive appointments for individuals in order to promote involvement from new members and provide more opportunities to serve on committees. This matter also will be brought before the faculty at the October meeting for a wider discussion of the issues.
4. Nena Couch sent the committee a copy of the proposal to form a library curriculum that Joe Branin will discuss with Mike Sherman. The committee noted that progress is being made on this issue.

Celeste Feather
Faculty Secretary